


# Respond to a Proposal Invitation

	<p><b><i>This functionality applies to National Labs and Other Federal Agencies only.</i></b></p>
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DOE can send invitations to National Labs and Interagencies to submit proposals. These invitations are sent as emails, and recipients must be registered to the institution to submit a proposal in PAMS.

A link in the email enables you to submit a proposal. Clicking this link automatically creates a proposal and takes you to the *My Proposals* page. Then proceed as follows:

1. Once you are on your *My Proposals* page, edit the *In-Progress* proposal with the title *Invite to Submit to DOE Office of Science (change me)*.
2. To edit the proposal, select **Edit Proposal** under *Actions/Views*. To allow another person to edit the proposal, you must give that person peer access by selecting **Manage Peer Access** under *Actions/Views*.
3. Refer to the [Submit a Proposal](#) section of this document for detailed instructions on how to submit a proposal in PAMS.